



Town of Arlington Board of Selectmen

Meeting Agenda

February 12, 2015
7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

1. Vote: Authorize Sale of \$750,000 MWRA Water Bond dated February 23, 2015
Stephen J. Gilligan, Town Treasurer
2. Request Endorsement of 'Unequal Justice' Program
Miriam Stein, Vision 2020 Diversity Task Group

CONSENT AGENDA

3. Minutes of Meetings: February 5, 2015
4. Reappointment: Open Space Committee
Elizabeth Karpati (term to expire 1/31/2018)
5. Request: One Day Beer & Wine License, 2/27/15 @ Robbins Library for Books in Bloom Fundraiser
Patsy Kraemer, Arlington Garden Club
6. Request: One Day Beer & Wine License, 3/14/15 @ Robbins Memorial Town Hall Auditorium for South Sudanese Enrichment for Families Gala 2015
Ron Moulton and Kathryn Lenox

PUBLIC HEARINGS

7. NSTAR Petition/Bailey Road and Massachusetts Avenue
Richard M. Schifone, Right of Way Agent
(all abutters notified)

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

8. Discussion: Chestnut Street Parking Issues
Kevin F. Greeley, Selectman

WARRANT ARTICLE HEARINGS

Article: Bylaw Amendment/Human Rights Commission

NEW BUSINESS

EXECUTIVE SESSION

Next Meeting of BoS February 23, 2015



Town of Arlington, Massachusetts

Vote: Authorize Sale of \$750,000 MWRA Water Bond dated February 23, 2015

Summary:

Stephen J. Gilligan, Town Treasurer

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Reference from Town "Treasurer

I, the Clerk of the Board of Selectmen of the Town of Arlington, Massachusetts, certify that at a meeting of the board held February 9, 2015, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the sale of the \$750,000 Water Bond of the Town dated February 23, 2015, to the Massachusetts Water Resources Authority (the "Authority"), as recommended by the Town Treasurer, is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on February 15 of the years and in the principal amounts as follows:

<u>Year</u>	<u>Installment</u>	<u>Year</u>	<u>Installment</u>
2016	\$75,000	2021	\$75,000
2017	75,000	2022	75,000
2018	75,000	2023	75,000
2019	75,000	2024	75,000
2020	75,000	2025	75,000

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the bond were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: February 9, 2015

Clerk of the Board of Selectmen



Town of Arlington, Massachusetts

Request Endorsement of 'Unequal Justice' Program

Summary:

Miriam Stein, Vision 2020 Diversity Task Group

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Vision 2020 Reference

January 27, 2015

Dear Mr. Byrne:

I am writing on behalf of the Vision 2020 Diversity Task Group to ask the Board of Selectmen to join other groups in co-sponsoring the February 28 program, "Unequal Justice: Consequences of Race and Class in Our Criminal Justice System."

The program is a follow-up to the December "Black Lives Matter" vigil in Arlington Center attended by more than 400 Arlingtonians. The February 28 program is the first of a series of conversations on Race and Class sponsored by the Vision 2020 Diversity Task Group.

Panelists are: Arlington's Acting Police Chief; Tufts Professor Peniel Joseph, civil rights historian and activist; and Don Perry, parole reform activist. The event will be introduced by Bonie Bagchi Williamson, Vision 2020 Diversity Task Group co-chair and moderated by David Whitford.

The program will be held at the Town Hall on Saturday, February 28, 2015, from 7pm to 9pm. The Vision 2020 Diversity Task Group and the First Parish Unitarian Universalist of Arlington are the organizers. A preliminary program is attached.

To date, the other co-sponsors are: Arlington Human Rights Commission; Arlington International Film Festival; Arlington Public Schools; League of Women Voters of Arlington; Mystic Valley Branch of the NAACP; St. Agnes Parish. We will be approaching other organizations and congregations for additional endorsements.

We thank you for your consideration of our request and would appreciate a few minutes on your next agenda to discuss it.

Sincerely,

Miriam Stein

Miriam Stein
On behalf of the Vision 2020 Diversity Task Group
Miriam.stein@comcast.net
781-648-0255
17 Oak Knoll
Arlington, MA 02476

Unequal Justice:

The Consequences of Race and Class in Our Criminal Justice System

A panel discussion with:

- Arlington's Acting Police Chief
- Peniel Joseph, civil rights historian and activist
- Don Perry, parole reform activist

Introduced by Bonie Bagchi Williamson, Vision 2020 Diversity Task Group co-chair
Moderated by David Whitford

Saturday, February 28, 2015

7-9 p.m. at Arlington Town Hall

730 Massachusetts Avenue, Arlington

All are welcome to this FREE event! Refreshments.

Organized by: Arlington Vision 2020 Diversity Task Group and the First Parish Unitarian Universalist of Arlington.

Co-sponsored by: Arlington Human Rights Commission, Arlington International Film Festival, Arlington Public Schools, League of Women Voters of Arlington, Mystic Valley Branch of the NAACP, St. Agnes Parish, and a growing list of organizations and congregations.



This community conversation is the first in a series on Race and Class.

For more information, contact Vision 2020 Task Group member Miriam Stein at miriam.stein@comcast.net or 781-648-0255.



Town of Arlington, Massachusetts

Minutes of Meetings: February 5, 2015

ATTACHMENTS:

Type	Description
 Reference Material	draft minutes

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

Meeting Minutes
Thursday, February 5, 2015
7:15 p.m.

Present: Mr. Byrne, Chair, Mr. Curro, Vice Chair, Mr. Greeley and Mr. Dunn.
Also Present: Mr. Chapdelaine, Mr. Heim and Mrs. Sullivan.
Absent: Mrs. Mahon

CONSENT AGENDA

1. Minutes of Meetings: January 12, 2015
Mr. Greeley moved approval. SO VOTED (4-0)
2. Reappointment: Board of Health
Marie Walsh Condon, M.D. (term to expire 1/31/2018)
Mr. Greeley moved approval. SO VOTED (4-0)
3. Reappointment: Commission on Arts and Culture
Stephanie Marlin-Curiel (term to expire 1/31/2018)
Mr. Greeley moved approval. SO VOTED (4-0)
4. Reappointment: Conservation Commission
David White (term to expire 1/31/2018)
Mr. Greeley moved approval. SO VOTED (4-0)
5. Reappointment: Constable
Roland Demers, Jr. (term to expire 1/31/2018)
Mr. Greeley moved approval. SO VOTED (4-0)
6. Reappointment: Disability Commission
John Thompson (term to expire 1/31/2018)
Mr. Greeley moved approval. SO VOTED (4-0)
7. Reappointment: Board of Library Trustees
Barbara Muldoon (term to expire 1/31/2018)
Mr. Greeley moved approval. SO VOTED (4-0)
8. Reappointment: Vision 2020
Gordon Jamieson (term to expire 1/31/2018)
Mr. Greeley moved approval. SO VOTED (4-0)
9. Request: One Day Beer & Wine License, 2/8/15 @ Regent Theatre for "Sigmund Says" Benefit
Performance for Winchester Got Lunch
Rob Skinner
Mr. Greeley moved approval. SO VOTED (4-0)

10. Request: Three One Day All Alcohol Licenses @ Arlington Catholic High School

a) March 7, 2015 for '80's Reunion';

b) March 21, 2015 for 'Quiz Night';

c) May 8, 2015 for '\$10,000 Drawing'.

Erin Simmons, ACHS Development Coordinator

Mr. Greeley moved approval.

SO VOTED (4-0)

PUBLIC HEARINGS

11. CDBG - Performance Update for Program Year 2014-2015

Carol Kowalski, Director, Planning & Community Development

Mr. Dunn moved receipt of the CDBG 2014-2015 performance update.

SO VOTED (4-0)

Several organizations appeared before the Selectmen recapping their Agencies' project summaries and asking for Selectmen support for their FY2015-2016 requests. The Selectmen thanked all the volunteers for their hard work and great services they provide to Arlington residents.

12. Vote: CDBG Requests for FY2015-2016 Funding

Carol Kowalski, Director, Planning & Community Development

Mr. Dunn moved receipt of CDBG FY2015-2016 requests.

SO VOTED (4-0)

APPOINTMENTS

13. Transportation Advisory Committee

Seth Federspiel (term to expire 12/31/2018)

Mr. Greeley moved approval.

SO VOTED (4-0)

14. Arlington Cultural Council

Jeff Timperi (term to expire 1/31/2018)

Mr. Curro moved approval.

SO VOTED (4-0)

LICENSES & PERMITS

15. Request: Common Victualler License

Northender Italian Kitchen, 1345 Massachusetts Ave., Eyad Haddadeen

Mr. Dunn moved approval.

SO VOTED (4-0)

16. Discussion and Adopt: Hackney Policy Insurance Requirements

Steven M. Byrne, Chair

Mr. Greeley moved to table until letters of notice are sent to Taxi business owners of insurance requirement changes and to solicit feedback.

SO VOTED (4-0)

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

There were no matters presented for consideration of the Board

TRAFFIC RULES & ORDERS / OTHER BUSINESS

17. For Approval: Transportation Advisory Committee Lake Street Corridor Recommendations

Jeff Maxtutis; TAC Vice Chair, Working Group Lead

Howard Muise: TAC Chair

Mr. Greeley moved to table until more information is researched.

SO VOTED (3-1)

Mr. Byrne voted in the negative.

18. Warrant Article Request - Complete Streets Program

Laura Wiener, Assistant Director, Planning and Community Development

Mr. Greeley moved favorable action.

SO VOTED (4-0)

Mr. Greeley asked that the Menotomy Grill and Tavern hours for outside serving be a future agenda item.

19. Discussion and Adopt: Selectmen's Handbook, Alcohol Licenses and Regulations

Kevin F. Greeley, Selectman

Mr. Greeley moved approval with correction to the Club License section adding "and the penalty must begin on the same day of the week as the violation occurred."

SO VOTED (4-0)

CORRESPONDENCE RECEIVED

Request to Rename Summer Street Field

Tom Ahern, Brian Malo, Al Ticehurst, Babe Ruth Board of Directors - Be Rec'd

Summer Street Baseball Field Improvements
 Summer Street Baseball Field Committee - Be Rec'd

Request Town to Modify Existing Website Standard
 Jeff Boudreau, 99 Bow Street via Request/Answer Center - Be Rec'd

Mr. Curro moved receipt of correspondence and referred the:
 -request to rename Summer St. field to the Public Memorial Committee, and
 -Summer St. Baseball Field Improvements to Joe Connolly and the Parks n'Rec Commission

SO VOTED (4-0)
 SO VOTED (4-0)

Mr. Greeley moved to adjourn at 9:45 PM.

NEW BUSINESS

Mr. Chapdelaine announced that Chief Ryan will be staying in Arlington as Police Chief.
 Mr. Chapdelaine thanked Public Works for their hard work dealing with snow removal and thanked the residents for their patience through snow removal efforts.

Mr. Curro reported that the Redevelopment Board adopted the Master Plan and is requesting that Town Meeting endorse the plan through the submission of a warrant article resolution.

Mr. Byrne congratulated and thanked Officer Corey Rateau who was recognized by AAA as a traffic safety hero and who helped secure a pedestrian and bicycle safety enforcement grant.

Next Meeting of BoS February 9, 2015.

2/5/15

Agenda Item	Documents Used
1	Draft minutes 1/12/15
2	Town Manager request, Meeting notice
3	Town Manager request, Meeting notice
4	Town Manager request, Meeting notice
5	Town Manager request, Meeting notice
6	Town Manager request, Meeting notice
7	Town Manager request, Meeting notice
8	Town Manager request, Meeting notice
9	One Day Application
10	One Day Applications a) '80's Reunion b) Quiz Night c) \$10,000 Drawing
11	CDBG Performance Reports 2014-2015
12	CDBG Funding Applications 2015-2016
13	TAC recommendation to appoint, Federspiel cover letter and resume, Meeting notice
14	Arlington Cultural Council recommendation, Timperi resume, Meeting notice
15	CV application
16	Hackney Insurance reference
17	TAC recommendations 12.18.14 TAC Analysis Report Summary TAC Analysis Report Appendix Andy Draudt referral to TAC 10.21.13 Referral to TAC 9.20.11
18	Memorandum to Board
19	Alcohol Licenses and Regulations Manual
Corr. Rec'd	1) Correspondence from Babe Ruth 2) Correspondence from Committee 3) Boudreau Request, Meeting notice



Town of Arlington, Massachusetts

Reappointment: Open Space Committee

Summary:

Elizabeth Karpati (term to expire 1/31/2018)

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Town Manager request, Meeting notice



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: January 22, 2014

TO: Board Members

SUBJECT: Reappointment to Open Space Committee

This memo is to request the Board's approval of my reappointment of Elizabeth Karpati, 49 Colonial Drive, having a term expiration date of 1/31/2018 with Open Space Committee.


Town Manager

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

January 29, 2015

Elizabeth Karpati
49 Colonial Drive
Arlington, MA 02474

Re: Reappointment - Open Space Committee

Dear Ms. Karpati:

Please be advised that the Board of Selectmen will be discussing your reappointment to the above-named at their meeting to be held on Monday, February 9th at 7:15 p.m. in the Selectmen's Chambers, Town Hall, 2nd Floor. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: One Day Beer & Wine License, 2/27/15 @ Robbins Library for Books in Bloom Fundraiser

Summary:

Patsy Kraemer, Arlington Garden Club

ATTACHMENTS:

Type		Description
<input type="checkbox"/>	Reference Material	One Day application

RECEIVED
SELECTMEN'S OFFICE
FEB 26 2015

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL (ONE-DAY) LIQUOR LICENSE APPLICATION
(TO BE FILLED OUT BY EVENT REQUESTOR)

Name of Applicant: Arlington Garden Club

Address, phone & e-mail contact information: Patsy Kraemer, 85 Columbia Rd., Arlington Ma. 02474
781-858-8629 patsy@patsykraemer.com

Name & address of Organization for which license is sought: same

Does this Organization hold nonprofit status under the IRS Code? X Yes No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information: _____

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year?
_____ If so, please give date(s) of special licenses and/or applications and title of event(s).

_____ No _____

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

This event has been held on a biannual basis - last Books in Bloom was in 2013 at the Robbins Library

24-Hour contact number for Responsible Manager on Event date:

Patsy Kraemer 781-858-8629

Title of Event: Book in Bloom fundraiser

Date/time of Event: Friday, February 27, 2015 7:00 pm - 9:00 pm

Location of Event: Robbins Library

Location/Event Coordinator: Vicki Rose

Method(s) of invitation/publicity for Event:

Ticket Sales/ Advocate article/posters/on line groups

Number of people expected to attend: 250

Expected admission/ticket prices: presale \$25 and \$30 at door

Expected prices for food and beverages (alcoholic and non-alcoholic):

\$5 for wine/champagne/beer/hard cider \$2 /waters/sodas

Will persons under age 21 be on premises? yes - helping with coat check

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

the high school students helping with coat check will be given bracelets to wear to distinguish that they are under age - no one else at the event will be under 21.

Have you consulted with the Department of Police Services about your security plan for the Event?

yes - the security plan has been sent to Corey Rateau along with this application.

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

One police detail date 1/20/14
Off. Corey P. Rateau
Off. Corey P. Rateau

Printed name/title

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol "one day" licenses are available only to nonprofit organizations.)

prosecco/wine/beer/hard cider

What types of food and non-alcoholic beverages do you plan to serve at the Event?

fruit/cheese/nuts/sweet treats/waters/sodas

Who will be responsible for serving alcoholic beverages at the Event?

Premier Bartending/Ed Garland

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

Tips Certification

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.
_____ to be provided

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)

Atlas Liquors, Medford, Ma.

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Atlas Liquors will take back any wine not opened. Open wine will be disposed of. Any other alcohol will be distributed to committee members (beer, hard cider)

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

attached

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: Patsy Kraemer

Printed title & Organization name: Books in Bloom Committee chair/civic Development Chair, Arlington Garden Club

Email: pkraemer@town.arlington.ma.us



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

17 January 2015

SECURITY PLAN FOR BOOKS IN BLOOM - 2015

Books in Bloom is a fundraising event co-sponsored by the Arlington Garden Club and the Friends of Robbins Library. An organizing committee of twelve members of the two organizations is responsible for the event. Patsy Kraemer of the Arlington Garden Club and Sally Naish of the Friends of the Libraries are the co-chairs of the planning committee.

The event is scheduled for Friday night, February 27, 2015, 7:00 pm to 9:00 pm, at the Robbins Memorial Library.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Tickets will be sold for the event. We anticipate approximately 250 people to attend. Guests will come and go during the duration of the party - it is not anticipated that everyone will be at the event at the same time. There will be a mix of adults and high school students at the event. The high school students are at the event only as helpers with the coat check. They will be issued bracelets to designate that they are under age. They will be directly supervised by Amy McElroy, one of the committee members and a member of the Friends group.

As other people arrive at the bar they will be asked for an ID to verify their age by the bartenders if there is any question as to their age.

Patsy Kraemer will be the event coordinator for the event. She will be assisted by the event coordinator from the Library, Vicki Rose. Brian Rose will be the custodian for the event. A committee of volunteers from the Arlington Garden Club and the Friends of the Libraries will also be staffing the party. All these people will be responsible for ensuring that the event runs smoothly.

A police detail will be hired for the event (if required). This officer will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Library parking lots, the parking lot at the Whittemore Robbins House, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.



CERTIFICATE OF LIABILITY INSURANCE

GORDO-5

OP ID: JL

DATE (MM/DD/YYYY)

04/17/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Roblin Insurance Agency, Inc. 144 Gould Street, Suite 100 Needham, MA 024942321 Roblin Insurance Agency, Inc	CONTACT NAME:
	PHONE (A/C, No, Ext): FAX (A/C, No):
	E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: Travelers Insurance 36161
	INSURER B: U.S. Liability Ins. Co.
	INSURER C: Torus Specialty Insurance Co.
	INSURER D:
	INSURER E:
	INSURER F:

INSURED Premier Bartending & Beverage Service, Inc.
PO Box 310
Waltham, MA 02451

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY		16804B652113COF12	03/11/2014	03/11/2015	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
B	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		CL1569703	03/12/2014	03/12/2015	MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Liquor Liability					PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (PER ACCIDENT) \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR		88915C120ALI	03/12/2014	03/12/2015	EACH OCCURRENCE \$ 9,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 9,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A			E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
B						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The Town of Arlington is additional insured with regard to liability of the named insured.

CERTIFICATE HOLDER

TOWNAR1

Town of Arlington
Town Hall
730 Massachusetts Ave.
Arlington, MA 02476

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Issued: 12/1/2014 Expires: 12/1/2015
ID#: 38942 Trainer Year: 11

Edward R Garland, Jr.
28 Saunders St
North Weymouth, MA 02191-1014

Trainer Certification Card



Town of Arlington, Massachusetts

Request: One Day Beer & Wine License, 3/14/15 @ Robbins Memorial Town Hall Auditorium for South Sudanese Enrichment for Families Gala 2015

Summary:

Ron Moulton and Kathryn Lenox

ATTACHMENTS:

Type	Description
☐ Reference Material	One Day application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL (ONE-DAY) LIQUOR LICENSE APPLICATION
(TO BE FILLED OUT BY EVENT REQUESTOR)

Name of Applicant:

Ron Moulton, 339 Pleasant St, Malden, 781-929-3925, rcmoulton@gmail.com

Address, phone & e-mail contact information

: see above

Name & address of Organization for which license is sought:

South Sudanese Enrichment for Families

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information:

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☐ No ☐ Yes If so, please give date(s) of special licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

event held on biannual basis - last two have been at Arlington Town Hall

24-Hour contact number for Responsible Manager on Event date:

Ron Moulton, 781-929-3925/Kathryn Lenox, 617-501-3798

Title of Event: SSEF Gala2015

Date/time of Event:

Saturday, March 14, 2015, 6:00 pm - 10:00 pm

Location of Event: Arlington Town Hall

Location/Event Coordinator: Vicki Rose

Method(s) of invitation/publicity for Event:

email and hard copy invitations

Number of people expected to attend:

175

Expected admission/ticket prices:

\$150 per ticket

Expected prices for food and beverages (alcoholic and non-alcoholic):

\$5 per glass of wine

Will persons under age 21 be on premises?

yes for coat check and wait staff clean-up

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

under age people will be given a colored bracelet to wear indicating age.

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey F. Roteau date 1/26/15
Off. Corey F. Roteau
Printed name/title

POLICE COMMENTS:

Request at least one police safety detail.
Opened bottles of wine may not be transported in passenger
compartments of vehicles (M.G.L. 90/24I) or in excess of transportation
limits (M.G.L. 138/22).

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol "one day" licenses are available only to nonprofit organizations.)

wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

full dinner and waters/sodas

Who will be responsible for serving alcoholic beverages at the Event?

Beaujolaïs Catering

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

attached.

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Carlos Enamorado DOB: 10/10/70

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)

Atlas Liquors, Medford Ma.

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Atlas Liquors will take back any alcohol not opened. Opened bottles will be taken by Board members.

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

attached.

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: Ron Moulton

Printed title & Organization name:

Executive Director, South Sudanese Enrichment for Families

Email: rmoulton@gmail.com



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

26 January 2015

SECURITY PLAN FOR SOUTH SUDANESE ENRICHMENT FOR FAMILIES RUNDRAISER-
2015

The South Sudanese Enrichment for Families organization is holding a fundraising event at the Arlington Town Hall. An organizing committee and the Board of Directors are responsible for planning and implementing the fundraiser.

The event is scheduled for Saturday, March 14, 2015, 6:00 pm to 10:00 pm at the Arlington Town Hall. A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Tickets will be sold for the event. We anticipate approximately 175 people to attend. There will be a cocktail hour, a full dinner, a key-note speaker, and entertainment. There will be a mix of adults and high school students at the event. The high school students are at the event only as helpers with the coat check and with dinner clean-up. They will be issued bracelets to designate that they are under age. They will be directly supervised by a member of the planning committee. As other people arrive at the bar they will be asked for an ID to verify their age by the bartenders if there is any question as to their age.

Vicki Rose will be the event coordinator for the event. A committee of volunteers from the planning committee and the Board of Directors will be staffing the party. All these people will be responsible for ensuring that the event runs smoothly.

A police detail will be hired for the event (if required). This officer will be available to help with any emergency situations that may arise. A fire detail will also be hired for the event.

Parking for the event will be available in the Town Hall lot, in the Senior Center lot, and on the side streets and Mass. Ave.

Please advise if there are other items that we need to consider.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/19/2014

PRODUCER

Ambrose Insurance Agency, Inc.
56 Central Ave.
Lynn, MA 01901
781-592-8200

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

NAIC#

INSURER A: Northland

INSURER B: Hartford Insurance

INSURER C: General Star

INSURER D:

INSURER E:

INSURED

Beaujolais Catering
Michelle Noska d/b/a
207A Broadway
Arlington, MA 02474

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY	WS212907	5/9/14	5/9/15	EACH OCCURRENCE \$ 1,000,000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
		<input type="checkbox"/> CLAIMSMADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				PERSONAL & ADV INJURY \$ 1,000,000
		<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				GENERAL AGGREGATE \$ 2,000,000
		AUTOMOBILE LIABILITY				PRODUCTS - COMP/OP AGG \$ 1,000,000
		ANY AUTO				
		ALL OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$
		SCHEDULED AUTOS				BODILY INJURY (Per person) \$
		HIRED AUTOS				BODILY INJURY (Per accident) \$
		NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
		ANY AUTO				OTHER THAN AUTO ONLY: EA ACC \$
		EXCESS/UMBRELLA LIABILITY				AGG \$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMSMADE				EACH OCCURRENCE \$
		DEDUCTIBLE				AGGREGATE \$
		RETENTION \$				\$
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	08WECLH9612	11/1/13	11/1/14	WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	E.L. EACH ACCIDENT \$ 500,000				
	If yes, describe under SPECIAL PROVISIONS below	E.L. DISEASE - EA EMPLOYEE \$ 500,000				
C		OTHER	1MA69904	4/9/14	4/9/15	E.L. DISEASE - POLICY LIMIT \$ 500,000
	Liquor Liability	1,000,000 cs1				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Catering Services
Town of Arlington as additional insured, general and liquor liability

CERTIFICATE HOLDER

Town of Arlington
Town Hall
730 Massachusetts Ave.
Arlington, MA 02474
Attn.: Patsy Kraemer

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL _____ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

[Signature]

© ACORD CORPORATION 1988

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 2.0
For coursework completed on May 28, 2014
provided by Health Communications, Inc.
is hereby granted to:

Carlos Enamorado

Certification to be sent to:

Benujah's Catering
207 Broadway
Arlington MA, 02474-5410 USA



HEALTH COMMUNICATIONS, INC.

This document is a proof of completion and does not constitute a certification. The recipient must have completed the course and passed the final exam to receive this certification. The certification is valid for one year from the date of completion.





Town of Arlington, Massachusetts

NSTAR Petition/Bailey Road and Massachusetts Avenue

Summary:

Richard M. Schifone, Right of Way Agent
(all abutters notified)

ATTACHMENTS:

Type	Description
☐ Reference Material	Engineering recommendation, NSTAR request



Engineering Division

TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

51 GROVE STREET
ARLINGTON, MA 02476

Phone: 781-316-3320
Fax: 781-316-3281

Type: Grant of Location Recommendations
Date: Tuesday, February 03, 2015
Applicant: NSTAR Electric Company
Site/Project Location: Bailey Road / Mass Avenue

The Engineering Division has reviewed the attached petition by NSTAR Electric Company for consideration of a Grant of Location for the installation of Conduit as indicated on the enclosed Engineering Design Sketch. Upon completion of our review we are submitting the following recommendations and conditions for consideration by the Board of Selectmen should the Grant of Location be approved for this submittal.

Additional Conditions

1. Notification shall be provided to all abutters prior to the commencement of construction activities. This notification should summarize the activities of the project and detail potential impacts. Additional information shall be provided instructing abutters to forward questions and concerns regarding the project to the contractor or NSTAR Electric Company and shall include the appropriate contact information. A copy of this abutter notification shall be provided to the Town Engineer for approval prior to distribution to the public. The final distribution list shall include the Town of Arlington DPW Dispatch Office, Town of Arlington Town Manager's Office, and the Engineering Division.
2. The proposed conduit installation shall be located/installed so as not to impede future roadway improvements (i.e. curb adjustment, guardrail installation, water and sewer rehabilitation etc.). and where possible shall be located in the nearest proximity as possible with other NSTAR infrastructure.
3. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times.
4. Please be aware that there may be on-site utility infrastructure that is not shown on the Engineering Sketch and may be encountered in the field. If a conflict occurs between the proposed conduit installation and existing Town-Owned utility infrastructure, the Town Engineer shall be contacted directly to discuss an appropriate resolution.
5. The contractor should be aware that there may also be Town-Owned electric lines and or Fire Alarm lines in close proximity to this proposed work. It is the sole responsibility of the contractor to ensure that these utilities, if located within limits of this work, should be properly marked and protected during construction activities.
6. All traffic markings that are disturbed by the proposed construction activities, will need to be replaced/restored in-kind to the satisfaction of the Town Engineer.
7. The installation of the conduit will require additional permitting (Trench Permit and/or Street Occupancy Permit) through the Town of Arlington Engineering Division prior to the start of construction.
8. All disturbances to curbing, grass strips, sidewalk, walkways, and roadway surfaces should be repaired in kind and to the satisfaction of the Town of Arlington Engineering Division. If any existing sidewalk is proposed to be removed, it shall be removed and replaced in full-width and in accordance with all current ADA, AAB, & Town of Arlington Standards/Regulations.
9. Due to Massachusetts Avenue being recently paved, permanent restoration of the roadway shall include curb-to-curb removal of 1-1/2" of pavement and paver placement of 1-1/2" new asphalt within the limits of the intersection

(approximately 750 SF). The exact limits and work schedule shall be approved by the Town of Arlington Engineering Division.

10. All work within the right of way shall require the contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be instituted in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual on Uniform Traffic Control Devices. A pre-construction meeting is recommended to coordinate with other on-going projects in Town.
11. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence and/or straw waddles. Any sediment that enters the Town drainage system as a result of this work will be the sole responsibility of the contractor to remove.
12. Equipment, staging, and stockpiles shall not be located or stored so as to interfere with intersection sight lines. The Town prefers that all materials & equipment be located no closer than 50' to an intersection where practical.

RECEIVED
SELECTMEN'S OFFICE
JAN 23 1 56 PM '15



**101 Linwood Street
Somerville, MA 02143**

January 09, 2015

Town of Arlington
Board of Selectmen/Town Hall
720 Mass Ave
Arlington, MA 02476

Re: Mass Ave
Arlington
W. O. #2033670

Dear Sir:

NSTAR Electric Company respectfully requests a Grant of Location for the installation of conduit in Bailey Road and Mass Ave.

This work is necessary for system improvement.

If you have any questions, please call Jacqueline Duffy at 617-369-5509.

Very truly yours,

A handwritten signature in black ink, appearing to read "Richard M. Schifone".

Richard M. Schifone,
Supervisor Rights and Permits

**PETITION OF NSTAR ELECTRIC COMPANY FOR LOCATION FOR CONDUITS AND
MANHOLES**

To the **BOARD OF SELECTMEN** of the Town of Arlington , Massachusetts:


Respectfully represents **NSTAR ELECTRIC COMPANY** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board of Selectmen may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located substantially as shown on the plan made by, A. DeBenedictis dated January 09, 2015 and filed herewith, under the following public way or ways of said Town:

**Bailey Road – Northerly from Pole 867/1, approximately 45 feet south of
Mass Ave a distance of about 50 feet – conduit.**

**Mass Ave - Continuing at and northerly from Bailey Road to MH 19262
a distance of about 57 feet – conduit.**

W.O. #2033670

NSTAR ELECTRIC COMPANY

By: Richard M. Schifone, Supervisor
Rights and Permits

Dated this 09th day of January, 2015

Town of Arlington, Massachusetts

Received and filed _____, 2015

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Arlington, Massachusetts January 09, 2015

WHEREAS, **NSTAR ELECTRIC COMPANY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

**Bailey Road - Northerly from Pole 867/1, approximately 45 feet south of
Mass Ave a distance of about 50 feet - conduit.**

**Mass Ave - Continuing at and northerly from Bailey Road to MH 19262
a distance of about 57 feet - conduit.**

W.O. #2033670

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on a plan made by A. DeBenedictis dated January 09, 2015 on file with said petition.
2. Said Company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

1 _____
2 _____ Board of Selectmen
3 _____ the Town of
4 _____ Arlington
5 _____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____, 2015 in said Town.

1 _____
2 _____ Board of Selectmen
3 _____ the Town of
4 _____ Arlington
5 _____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Board of Selectmen of the Town of Arlington, Massachusetts, duly adopted on the _____ day of _____ 2015 and recorded with the records of location Orders of said Town, Book _____ Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____

Clerk of the Town of Arlington, Massachusetts

STANDARD CHARTER BANK, MASSACHUSETTS, INC.

BAILEY RD

126-2-4
11 BAILEY RD
HOURICAN,
PATRICK, ET AL
& HOURICAN,
INELDA

126-2-2C
874 MASSACHUSETTS AVE.
TD BANK/NORTH NA

BACK OF SIDEWALK

EDGE OF PAVEMENT

6" WATER

10" SEWER

4" GAS

TEL

EDGE OF PAVEMENT

BACK OF SIDEWALK

126-3-1A

864 MASSACHUSETTS AVE.

864 MASS AVENUE LLC

C/O LEADER BANK

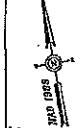
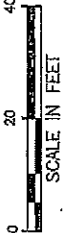
SECTION 2.2

STREET SURFACE

FIG. 1 2-DUCTS

INSTALL 2 - 4" PVC PIPES
TYPE EB IN CONCRETE
SECTION 2 FIG. 1

NO.	DATE	DESCRIPTION	BY	CHKD.
1	10/1/14	ISSUED FOR PERMIT	WJG	WJG
2	10/1/14	REVISED FOR PERMIT	WJG	WJG
3	10/1/14	REVISED FOR PERMIT	WJG	WJG
4	10/1/14	REVISED FOR PERMIT	WJG	WJG
5	10/1/14	REVISED FOR PERMIT	WJG	WJG
6	10/1/14	REVISED FOR PERMIT	WJG	WJG
7	10/1/14	REVISED FOR PERMIT	WJG	WJG
8	10/1/14	REVISED FOR PERMIT	WJG	WJG
9	10/1/14	REVISED FOR PERMIT	WJG	WJG
10	10/1/14	REVISED FOR PERMIT	WJG	WJG
11	10/1/14	REVISED FOR PERMIT	WJG	WJG
12	10/1/14	REVISED FOR PERMIT	WJG	WJG
13	10/1/14	REVISED FOR PERMIT	WJG	WJG
14	10/1/14	REVISED FOR PERMIT	WJG	WJG
15	10/1/14	REVISED FOR PERMIT	WJG	WJG
16	10/1/14	REVISED FOR PERMIT	WJG	WJG
17	10/1/14	REVISED FOR PERMIT	WJG	WJG
18	10/1/14	REVISED FOR PERMIT	WJG	WJG
19	10/1/14	REVISED FOR PERMIT	WJG	WJG
20	10/1/14	REVISED FOR PERMIT	WJG	WJG



MASSACHUSETTS AVE

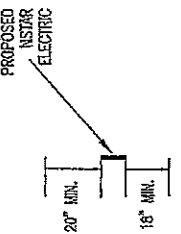
53-2-4

855 MASSACHUSETTS AVE.

TOWN OF ARLINGTON SCHOOL - HIGH

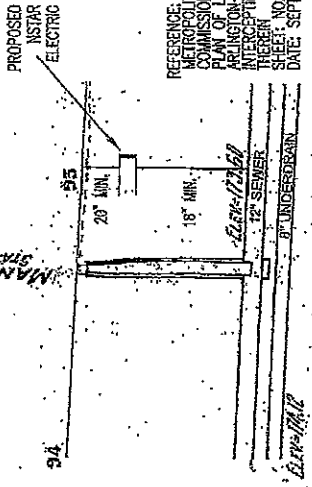
NTS

PROFILE 1



REFERENCE:
MWA
SECTION 28
MASSACHUSETTS AVE.,
ARLINGTON
DWG NO. C-4
SHEET 4 OF 74
DATE: MARCH, 2011

PROFILE 2



IN THE CITY OF ARLINGTON, MASSACHUSETTS, THE UNDERSIGNED, THE TOWN OF ARLINGTON, HAS REVIEWED THE ABOVE-ENTITLED PROJECT AND HAS DETERMINED THAT THE PROJECT IS IN ACCORDANCE WITH THE REQUIREMENTS OF THE MASSACHUSETTS DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS, AND THE TOWN OF ARLINGTON. THE UNDERSIGNED HEREBY CERTIFIES THAT THE PROJECT IS IN ACCORDANCE WITH THE REQUIREMENTS OF THE MASSACHUSETTS DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS, AND THE TOWN OF ARLINGTON.

MASS. LAW
REGISTERED PROFESSIONAL ENGINEER
DESIGNED BY: ANNE, ENCLD-SHEET 1488-44-0238

NSSTAR ELECTRIC
1188 MASSACHUSETTS AVE. BOSTON, MASS. 02116
Plan of MASSACHUSETTS AVE. & DICKET ROAD
Arlington
Showing PROPOSED CEMENT LAYOUT
Scale 1"=20'
SHEET 1 of 1
DATE: DECEMBER 22, 2014
REVISION: JANUARY 9, 2015

855 MASS AVE 53.0-2-4.0
TOWN OF ARLINGTON SCHOOL
HIGH SCHOOL
730 MASS AVE
ARLINGTON, MA 02476

864-870 MASS AVE 26.0-3-1.A
864 MASS AVENUE LLC
C/O LEADER BANK
180 MASS AVENUE
ARLINGTON, MA 02474

874 MASS AVE 26.0-2-2.C
TD BANK NA
LEASE & TAX DEPARTMENT
380 WELLINGTON STREET
TOWER B - 12TH FLOOR
LONDON, ONTARIO, N6A
860 MASS AVE 26.0-3-2.A
864 MASS AVENUE LLC
C/O LEADER BANK
180 MASS AVENUE
ARLINGTON, MA 02474

11 BAILEY RD 26.0-2-4.0
HOURICAN PATRICK/ETAL
HOURICAN IMELDA
11 BAILEY RD
ARLINGTON, MA 02476

14 BAILEY RD 26.0-3-12.0
SHAPIRO MARK D & PATRICIA S
14 BAILEY ROAD
ARLINGTON, MA 02476

15 BAILEY RD 26.0-2-5.0
MAXWELL J.B.
MAXWELL VALERIE R
15 BAILEY ROAD
ARLINGTON, MA 02476

10 BAILEY RD 26.0-3-13.0
CARVELLI WILLIAM S/TRUSTEE
10 BAILEY ROAD REALTY TRUST
1790 CEDAR LANE
VERO BEACH, FL 32963

I hereby certify that this list
has been prepared in accordance with
Chapter 40A, Sec 11 of MGL.

Board of Assessors, 1/23/2015

Kenneth C. Feeley
Robert E. Grueley
[Signature]

NOTICE TO ABUTTERS

January 29, 2015

Dear Abutter:

You are hereby notified that a public hearing will be held at the **Office of the Board of Selectmen, Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts**, on the **9th of February at 7:15 p.m.** upon the Petition of **NStar Electric** for permission to construct, and a location for, a line of conduits and manholes, with the necessary wires and cables therein, for the transmission of electricity, under the following public way or ways of said Town; for the purpose of obtaining a Grant of Location for

W.O. #2033670

Bailey Road: **Northerly from Pole 867/1, approximately 45 feet south of Mass. Ave., a distance of about 50 feet - conduit.**

Massachusetts Avenue: **Continuing at and northerly from Bailey Road to MH 19262, a distance of about 57 feet - conduit.**

By: *Marie A. Krupelbauer*
Board Administrator

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

January 30, 2015

Richard M. Schifone, Supervisor
Rights and Permits
NStar Electric Gas
101 Linwood Street
Somerville, MA 02143

Re: Bailey Road and Massachusetts Avenue, W.O. #2033670

Dear Mr. Schifone:

A Public Hearing has been scheduled in conjunction with the above-captioned matter on Monday, February 9th, 7:15 p.m., Selectmen's Chambers, Town Hall, 730 Massachusetts Avenue, Arlington.

The abutters have been notified. Please call our office to confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

CITIZENS OPEN FORUM



Town of Arlington, Massachusetts

Discussion: Chestnut Street Parking Issues

Summary:

Kevin F. Greeley, Selectman

ATTACHMENTS:

Type		Description
	Reference Material	Reference from 11.24.14 Meeting

11.24.14

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE

Frederick Ryan

*Town of Arlington*

MASSACHUSETTS 02474

POLICE HEADQUARTERS

112 Mystic Street

Telephone 781-316-3900

Facsimile 781-316-3919

MEMORANDUM

TO: Fred Ryan
Police Chief

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: November 19, 2014

RE: Chestnut Street

We currently do not recommend any changes to the existing Chestnut Street parking restrictions. The street is often heavily congested during the weekdays and parking on both sides exacerbates the problem. It is recommended that visitors using the chiropractic business, like other businesses in the area, continue to utilize the Russell Common (Municipal) Lot.

It should be noted that increased patrols in the area began after complaints were received due to a lack of enforcement of the posted signs. And while there are known issues with the meters in the lot, the Parking Officers have been instructed (per the Parking Clerk's Office) that as long as one meter is functioning and accepting currency that users of the lot are required to pay. There are signs posted stating that meters are located at both entrances and the Parking Officers check the functionality of both meters several times a day. If one meter is not functioning, they put a notice on it directing users to the other one. Finally, before any ticket is issued, they are checked again and if both are not functioning, they then give users the maximum three-hour allotment starting from that point before coming back again to check for compliance. Hopefully, the matter with the meters will soon resolve itself as they are tentatively scheduled to be replaced some time next year.

Cc: Capt. Julie Flaherty
Support and Logistics Commander

Lt. Paul Conroy
OIC / Traffic, Details and Licensing

Adam Chapdelaine
Town Manager

"Proactive and Proud"

--Original Message-----

From: Ann Murray <ann@murraymusculartherapy.com>

To: Greeley, Kevin F. <Greeleycom@AOL.com>

Sent: Thu, Nov 13, 2014 12:52 pm

Subject: parking issues on Chestnut Street

Hi Kevin,

We hope you can help us.

I have a Massage Therapy Practice at 9 Chestnut St. and we are having parking issues. My practice is within Archambault Chiropractic and Wellness Center. Myself and Dr. Archambault's 2 employees and our patients and clients do not have ample parking spaces. We are asking that we be allowed to park across from our office along side Saint Agnes Church. Many people park there illegally for various occasions, picking up kids, farmer's market or attending 7 am Mass, etc. and there is plenty of room for cars to go by. I recently got a ticket and both the woman that work here started receiving tickets while parked on our side of Chestnut beyond our driveway heading towards the dentist office. Us and patients and others have been parking there forever without getting tickets. When Keefe's funeral home has there no parking signs out for a wake or funeral that leaves us know where to park. The municipal lot machines are not user friendly and I have had clients get tickets because machine was broke etc. I know there is a parking proposal in the works for Arlington, I am a resident and business owner and would like to see the business to be able to have parking for customers. We have a 4 car lot and so many patients are sitting in front with hazard lights on waiting for someone to leave which could cause traffic flow issues and or accidents on chestnut!

Look forward to your response,

Ann Murray



Town of Arlington, Massachusetts

Article: Bylaw Amendment/Human Rights Commission

Summary:

ATTACHMENTS:

Type	Description
☐ Reference Material	Warrant Article Text
☐ Reference Material	Town Counsel Memo
☐ Reference Material	10 Registered Voter Letter

ARTICLE

BYLAW AMENDMENT/HUMAN RIGHTS COMMISSION

To see if the Town will vote to update Title II Article 9 - Human Rights Commission for complaints against town departments and agencies; or take any action related thereto.

(Inserted at the request of Stephen Harrington and ten registered voters)



**Town of Arlington
Legal Department**

Douglas W. Heim
Town Counsel

50 Pleasant Street
Arlington, MA 02476
Phone: 781.316.3150
Fax: 781.316.3159
E-mail: dheim@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Board of Selectmen

Cc: Adam Chapdelaine, Town Manager
John Leone, Town Moderator
Paul Tierney, Director of Assessments
Christine Bongiorno, Director of Health & Human Services
Proponents of Articles

From: Douglas W. Heim, Town Counsel

A handwritten signature in black ink, appearing to read "D. W. Heim", written over the printed name in the "From:" line.

Date: February 6, 2015

Re: Annual Town Meeting Warrant Articles Regarding: Human Rights Commission Bylaw Changes; Limiting Speaking Time for Announcements and Reports Bylaw Changes; and Implementation of 2012 Mass. DOR Recommendations on the Board of Assessors Home Rule

I write to provide the Board a summary of the above-referenced warrant articles to assist in the Board's consideration of these articles at its upcoming hearing on February 9, 2015. While the specific order of articles has yet to be finalized, articles are presented in the order of the broader categories in which they will likely appear on the Warrant. Further, for the Board's convenience, attached to the end of this memo are copies of reference materials.

ARTICLE

**BYLAW AMENDMENT/ARLINGTON HUMAN RIGHTS
COMMISSION**

To see if the Town will vote to update Title II Article 9 - Human Rights Commission for complaints against town departments and agencies; or take any action related thereto.

(Inserted at the request of Stephen Harrington and ten registered voters)

This article was inserted by the citizen petition of Mr. Stephen Harrington. It is my understanding that Mr. Harrington will present at hearing to both detail and advocate for the changes he seeks to the bylaws, which could feature a number of possibilities regarding complaints filed and investigated against Town departments and agencies. As a general matter, a wide range of amendments to the current bylaw are within Town Meeting's power. However, care must be exercised to ensure that any amendments do not violate or pre-empt state law.

By way of background, the Arlington Human Rights Commission ("AHRC") was established by vote of the 1993 Town Meeting with broad duties, responsibilities and tools to accomplish its missions as set forth in Title II Article 9 (attached hereto for reference). Among its duties, the AHRC may "...receive and investigate complaints of and to initiate its own complaints and/or investigations of any violations of [its] Bylaw." Title II, Art. 9, Sec. 5(B). Such investigations and the resolution of complaints are expressly complementary to state and federal anti-discrimination agencies such as the Massachusetts Commission Against Discrimination ("MCAD") and the Equal Employment Opportunity Commission ("EEOC") and their respective authorizing statutes and regulations.

Under the bylaw as presently constituted, Town departments and agencies are instructed to cooperate with the AHRC to the extent possible in the pursuit of the goals set forth in Title II Article 9, which includes "furnish[ing] information in the possession of such department, agency

or commission where such information relates to the duties and responsibilities of the Commission.” Title II, Art. 9, Sec. 6(B). Further, the Town itself may be the subject of a complaint before the AHRC, and where necessary, the AHRC may “hold hearings, administer oaths, take the testimony of any person under oath and, in connection therewith, to require production of any evidence relating to any matter in question or under investigation before [it].” Title II, Art. 9, Sec. 5(D). Accordingly, a complaint against the Town can be issued under the current bylaw, and the AHRC may take testimony under oath and “require production of evidence” from a Town department. However, there are a number of important caveats on the AHRC’s current and potential authorities.

First, generally the AHRC lacks the authority to determine violations of substantive rights, meaning that unlike MCAD or a court of competent jurisdiction, any investigatory findings or hearing results (while significant in many respects) do not hold binding legal effect. As such, the bylaw may not be amended in any way that would intrude upon the authorities of MCAD or the courts.

Second, the AHRC’s investigatory and hearing tools, especially relative to Town departments and agencies are largely rooted in a cooperative model even where the Town is the subject of a complaint. Additional tools departing from such a model may be permissible, but should be carefully examined to ensure that they are consistent with the limitations of a local government commission in both enforceability and scope.

ARTICLE

HOME RULE/BOARD OF ASSESSORS CHANGES

To see if the Town will vote to implement the recommendations of the 2012 Massachusetts Department of Revenue "Town and School Finance Analysis" report to make the Director of Assessments an appointment of the Town Manager and to consider changing, or to change, the Board of Assessors from an elected to an appointed board; or take any action related thereto.

(Inserted at the request of Christopher Loreti and ten registered voters)

This article was inserted by the citizen petition of Mr. Christopher Loreti. Mr. Loreti has provided background materials in the form of the Department of Revenue's 2012 recommendations referenced in his article itself. In short, Mr. Loreti's seeks to amend the Town Manager Act to convert the Board of Assessors from elected to appointed offices, and to have the Director of Assessments changed to become an appointment of the Town Manager. Such changes may be achieved by appropriate Home Rule legislation approved by the Legislature and a successful subsequent ballot question.¹

As members of the Board may recall, 2011 Town Meeting voted to request the Town Manager research a consolidated Town-School Finance Department and report recommendations to the 2012 Annual Town Meeting. To develop such recommendations, the Manager, this Board, and the School Committee requested the Department of Revenue ("DOR") and the Department of Elementary and Secondary Education analyze Town and School Department financial operations, report on their findings, and provide recommendations.

The resulting 2012 DOR report provided fifteen (15) recommendations, many of which are oriented towards the centralization of town and school financial management duties and responsibilities under the Town Manager through the creation of a consolidated Municipal

¹ An amendment to the Town Manager Act converting an elected office to an appointed office will certainly require a ballot question. An amendment to the Act making the Director of Assessments a Town Manager appointee may not strictly require a ballot question, but as a practical matter I believe that a single piece of Home Rule legislation with a ballot question would both be more efficient and better received by the State Legislature.

Finance Department. Among the comprehensive changes to achieve such centralization were the conversion of several elected offices to appointed offices, specifically the Board of Assessors and the Town Treasurer. Similarly, DOR recommended re-orienting the Director of Assessments to be appointed by the Town Manager rather than the Board of Assessors.

Based in part upon the DOR's recommendations, the creation of a Municipal Finance Department was contemplated by the 2012 Annual Town Meeting Warrant under Article 32, but this Board and the Town Manager agreed that further analysis with appropriate stakeholders was necessary before submitting a specific proposal. Subsequently, Article 22 on the 2013 Annual Town Meeting Warrant requested Home Rule legislation to comprehensively create a coordinated Municipal Finance Department. However, this Board moved for no favorable action at such time.

Mr. Loreti's article seeks to effectuate two of the recommendations of the 2012 DOR report, but should still follow the same Home Rule process as the more comprehensive municipal finance reorganization considered in 2013. As a final matter, it should be noted that the DOR's recommendations highlighted a number of variations on how a Director of Assessments both appointed and supervised, which the Board may find in the 2012 DOR analysis.

ARTICLE

**BYLAW AMENDMENT/ LIMITING SPEAKING
TIME FOR ANNOUNCEMENTS AND REPORTS**

To see if the Town will vote to amend Title I, Article 1, Section 7C of the Town Bylaws, Regulation of Speakers, by further limiting the time a person shall speak, or otherwise hold the floor, for the purpose of presenting reports and announcements or any other remarks that do not pertain to an actionable article in the warrant; or take any action related thereto.

(Inserted at the request of Paul Schlichtman and ten registered voters)

This article was inserted by citizen petition. While it was not submitted for review by Town Counsel, its intent is self-evident and I expect Mr. Schlichtman will present at hearing to both detail and advocate for this article before the Board at hearing. In sum, the bylaw changes sought by Mr. Schlichtman to Title I, Article 1, Section 7C (attached for reference) are feasible, though such changes are not necessary to limit speakers' time.

While the Town may (and does) regulate proceedings of Town Meeting via bylaws, , the Town Moderator, pursuant to G.L. c. 39 §15, presides and has the authority to regulate the proceedings of Town Meeting, including the regulation of speakers. It is my understanding that Arlington's Town Moderator intends to restrict speakers presenting reports and announcements to four (4) minutes based upon his poll of members at the 2014 Town Meeting, and as such, does not believe that further bylaw regulations are necessary.

REFERENCE MATERIAL: RELEVANT TOWN BYLAWS

TITLE I, ARTICLE 1

TOWN MEETINGS

Section 7. Regulation of Speakers

A. Right to Address Meeting

The following officers shall have the same power to address the Town Meeting as an elected Town Meeting Member, but they shall not have a vote in the Town Meeting: the Town Moderator, the Town Clerk, the Town Treasurer, the Town Manager, the Superintendent of Schools, the Chairmen of the Board of Selectmen, the Assessors of Taxes, the School Committee, the Redevelopment Board, the Finance Committee, the Personnel Board, and the chairmen of all other Boards, Commissions and Committees established under the bylaws or by a vote of the Town Meeting. In the absence of the chairman of any of the foregoing, the Vice-Chairman shall have the rights of the Chairman.

ART. 12 ATM 4/27/92

B. Manner of Speaking

ART. 13 ATM 4/29/92; ART. 28 ATM 5/6/02

Every person desiring to speak shall arise, address the chair and on obtaining recognition, shall stand, while speaking, unless the Moderator otherwise directs. A Town Meeting Member who speaks upon any matter in which the speaker or his or her immediate family has a direct financial interest shall first disclose such interest to the meeting. The words Adirect financial interest shall include, but not be limited to, employment as attorney or consultant with respect to the matter.

C. Time Limits

(ART. 18, ATM – 04/29/92) (ART. 11, ATM –04/26/99)(ART. 20, ATM – 4/30/12)

No person shall speak, or otherwise hold the floor, for the first time on any subject for more than seven minutes, unless, prior to beginning his or her presentation, the person requests of the Town Meeting a specific extension of time, and the request is granted by a majority vote of the Town Meeting members present and voting.

No person shall speak, or otherwise hold the floor, for a second time on any subject for more than five minutes.

No person shall speak, or otherwise hold the floor, more than twice on any subject except to correct an error, without first obtaining permission of the meeting by obtaining a majority vote of the Town Meeting Members present and voting. After obtaining said permission, the person shall not speak, or otherwise hold the floor, for more than five minutes.

TITLE II, ARTICLE 9

HUMAN RIGHTS COMMISSION

(ART. 22, ATM – 05/12/93)

Section 1. Preamble

The Town of Arlington has formed Vision 2020 as a long-range planning vehicle; and Vision 2020 has established the Diversity Task Group; and The goal statement of the Diversity Task Group provides that:

"We value the diversity of our population. Our Town's mix of ethnic, religious and cultural backgrounds, as well as economic and personal circumstances, enriches us all. We will be known for the warm welcome and respect we extend to all;" and

One of the Diversity Task Group's recommendations is the formation of a Human Rights Commission; and

The Vision 2020 Standing Committee, the Fair Housing Advisory Committee, the Affirmative Action Advisory Committee, and others support the creation of such a Commission to foster the policies described in Section 2 below;

The Town of Arlington does hereby create a Human Rights Commission as provided for in this Bylaw.

Section 2. Policy of the Town of Arlington

- A. It is the intention of the Town of Arlington ("Town") to establish a Commission to advance issues related to the fair and equal treatment of individuals, and to create a mechanism for addressing complaints arising out of these issues.

- B. It is the policy of the Town to protect every individual in the enjoyment and exercise of his/her human and civil rights and to encourage and bring about mutual understanding and respect among all people within the Town.
- C. It is the intention of this Bylaw that all persons be treated fairly and equally. The purpose of this Bylaw is to bring about the elimination of prejudice, intolerance, bigotry, unlawful discrimination, threats, coercion or intimidation based upon an individual's race, color, religious views, national origin, gender, citizenship, age, ancestry, family/marital status, sexual orientation, disability, source of income, or military status, and the disorder occasioned thereby. Nothing in this Bylaw shall be construed as supporting or advocating any particular religious or political view or lifestyle.
- D. It shall be considered an unlawful practice under this Bylaw for any person to deny, interfere with, threaten or subject an individual to coercion or intimidation concerning equal access to and/or discrimination in employment, housing, education, recreation, services, public accommodation and public area where such denial, interference, threats, coercion, intimidation or unlawful discrimination against a person is based upon race, color, religious views, national origin, gender, citizenship, age, ancestry, family/marital status, sexual orientation, disability, source of income, or military status.

Section 3. Establishment of a Human Rights Commission

- A. **Scope** There is hereby established a Town board to be known as the Arlington Human Rights Commission ("Commission") which shall implement the policy of this Bylaw by:
 - 1. Improving the life of the Town by enlisting community-based groups in educational programs and campaigns to increase mutual respect, harmonious intergroup relations and the peaceful enjoyment of life in our community;
 - 2. Working with Town Government, the School Department, Town Commissions and Boards to increase diversity, as well as awareness and sensitivity to human and civil rights issues;
 - 3. Responding to complaints by persons in the Town who believe that their human or civil rights, as defined in this Bylaw or in state or federal law, have been violated in the Town;
 - 4. Initiating investigations into circumstances which appear to the Commission to be the result of unlawful discrimination against any person(s) in the Town.

B. Appointment & Terms of Office of Commission Members
(ART. 23, ATM – 05/01/96)

1. The Commission shall consist of thirteen (13) members, five of whom will be appointed by the school committee, four by the Town Manager subject to the approval of the Board of Selectmen and four by the Town Moderator. The term of office shall be for three years except two of the initial appointments of the school committee shall be for a term of one year, one of the initial appointments of the Manager and Moderator respectively shall be for one year, two of the initial appointments of the School Committee shall be for two years, one of the appointments of the Manager and Moderator respectively shall be for two years.

The members shall be sworn to the faithful performance of their duties, and shall serve until their successors are appointed and sworn. There shall be an Executive Director appointed by the Town Manager.

2. The Commission shall include among its membership individuals publicly solicited and representative of the diversity of the Town.
3. If a member shall fail to attend three or more consecutive meetings of the commission, the commission by vote, may so advise the appropriate appointing authority, who may remove such member, and appoint a successor for the unexpired term of the member so removed.

C. Residency Requirement All members of the Commission shall be residents of the Town at the time of their appointment and throughout their tenure.

D. Executive Director Before appointing an Executive Director, the Town Manager shall obtain the approval of the Board of Selectmen and consider the recommendation of the Commission. The Executive Director shall be an employee of the Town and report to the Town Manager. The prospective Executive Director shall have demonstrable experience in human and civil rights, as well as proven ability to work cooperatively in a diverse community.

Subject to the direction of the Commission, the Executive Director shall be responsible for the overall administration of the Commission's activities and shall serve as its executive officer. The Executive Director shall have the power and duty to initiate activities designed to educate and inform the Town about the effects of prejudice, intolerance, and bigotry; to receive and/or initiate complaints and investigations of discriminatory practices as defined by local, state, and federal law; to report his/her findings to the Commission; and to attempt mediation of any complaint alleging discrimination under applicable local, state, and federal law when there is cause for such complaint.

E. Officers, Quorum, and Adoption of Rules and Regulations

1. The Commission shall elect a Chairperson from among its members at the first meeting each year. The Commission shall endeavor to rotate the election of a Chairperson each year thereafter. The Chairperson shall preside over the meetings of the Commission.
2. Seven (7) members shall constitute a quorum for the purpose of conducting the business of the Commission and all decisions shall be by a majority vote of the Commission members present and voting.
3. The Commission shall adopt rules and regulations consistent with this Bylaw and the laws of the Commonwealth of Massachusetts to carry out the policy and provisions of this Bylaw and the powers and duties of the Commission in connection therewith. The rules shall ensure the due process rights of all persons involved in investigations and hearings.
4. Members of the Commission shall serve without compensation.
5. Members of the Commission may be removed by the appointing authority for just cause.

Section 4. Definitions

- A. The terms referencing the basis for discrimination as cited in Section 2 of this Article are as defined below or in applicable state and federal law, including but not limited to G.L. c.12 Sections 11H and 11I, c.93 Section 102, c.151b, the Civil Rights Act of 1964, as amended (42 USC Section 2000d et seq), the Age Discrimination in Employment Act of 1967, as amended (29 USC Section 621 et seq), the Americans with Disabilities Act (42 USC Section 1210 et seq), the Rehabilitation Act of 1974, as amended (29 USC Section 794), the Civil Rights Act of 1991 (PL 102-166), and the Equal Credit Opportunity Act (15 USC 1601 et seq).
- B. The term "person" includes, but is not limited to, one or more individuals, partnerships, associations, agencies, corporations, legal representatives, trustee, trustees in bankruptcy and receivers, the Town of Arlington, federal or state political subdivisions, boards, committees and commissions, or employees thereof.
- C. The term "religious views" shall encompass a belief in a specific set of religious beliefs, as well as a disbelief or skepticism about any or all religious beliefs.
- D. The term "family status" refers to the actual or supposed condition of having or not having children.

- E. The term "marital status" refers to the actual or supposed state of being or having been unmarried, married, separated, divorced or widowed.
- F. The term "source of income" refers to the actual or supposed manner or means by which an individual supports himself or herself and his or her dependents excluding the use of criminal activities as a means of support.
- G. The term "military status" refers to the actual or supposed condition being, not being, having been or not having been in the service of the military.

Section 5. Functions, Powers & Duties of the Commission

The function of the Commission shall be to implement the policy of this Bylaw by the exercise of the following powers and duties:

- A. To initiate activities designed to educate and inform the Town about the effects of prejudice, intolerance, and bigotry through the following actions:
 - 1. To hold public hearings and public forums, make studies and surveys and to issue such publications and such results of investigations and research as, in its judgment, will tend to promote good will and minimize or eliminate discrimination because of race, color, religious views, national origin, gender, citizenship, age, ancestry, family/marital status, sexual orientation, disability, source of income, or military status.
 - 2. Develop and/or recommend courses of instruction for presentation in public and private schools, public libraries and other suitable places, devoted to eliminating prejudice, intolerance, bigotry and discrimination and showing the need for mutual respect and the achievement of harmonious relations among various groups in the Town.
 - 3. Create such subcommittees from the members of the Commission as, in the Commission's judgment, will best aid in effectuating the policy of this Bylaw.
 - 4. Enter into cooperative working agreements with federal, state and town agencies, and enlist the cooperation of the various racial, religious and ethnic groups, civic and community organizations and other groups in order to effectuate the policy of this Bylaw.

Monitor, publicize and, where necessary, act to increase the diversity on appointed Town boards and committees.
 - 5. Render each year to the Board of Selectmen, Town Manager, School Committee and Superintendent of Schools a full written report of all the

Commission's activities and recommendations regarding this Bylaw for inclusion the Town Report.

- B.** To receive and investigate complaints of and to initiate its own complaints and/or investigations of any violations of this Bylaw.
- C.** To attempt by mediation to resolve any complaint over which it has jurisdiction and to recommend to the Town Manager, the Board of Selectmen, the Superintendent of Schools or the School Committee, as appropriate, such action as it feels will resolve any such complaint.
- D.** In the case of any unresolved complaint or in the case of any investigation which would be aided thereby, to hold hearings, administer oaths, take the testimony of any person under oath and, in connection therewith, to require production of any evidence relating to any matter in question or under investigation before the Commission.

Section 6. Relations with Town Agencies

- A.** The Commission, School Department, Community Safety Department and all other Town departments, agencies, boards and commissions shall work cooperatively to effectuate the policy of this Bylaw.
- B.** So far as practicable and subject to the approval of the Town Manager, or, in the case of the School Department, the Superintendent of Schools, the services of all other Town departments, agencies, boards and commissions shall be made available to the Commission for effectuating the policy of this Bylaw.

The head of any department, agency or other commission shall furnish information in the possession of such department, agency or commission where such information relates to the duties and responsibilities of the Commission.

- C.** The Town Counsel shall provide for representation of the Commission upon the Commission's request.
- D.** Any contract entered into by the Town or the School Department or any of their agencies, departments or subdivisions shall contain a covenant by the contractor and each subcontractor not to violate this Bylaw. Breach of this Bylaw shall be regarded as a material breach of such contract.

Section 7. Complaint Resolution Procedures

- A.** Any person or class of persons claiming to be aggrieved by an alleged violation of this Bylaw shall make, sign and file with the Commission a verified complaint in writing which shall state the particulars and other such information as may be required by the Commission, including, if known, the name and address of the

person alleged to have committed such violation. The Commission may also, on its own, issue a complaint whenever it has reason to believe that any person has engaged in a practice that violates this Bylaw.

- B.** No complaint shall be considered unless it is filed within four months after the occurrence of the practice alleged to violate this Bylaw, or unless it has been referred to the Commission by the Massachusetts Commission Against Discrimination or the Equal Employment Opportunity Commission after having been filed in a timely manner with either or both agencies.
- C.** The filing of a complaint, the failure to file a complaint, or the dismissal of a complaint by the Commission shall not bar the complainant from seeking relief in any other administrative or judicial forum.

Nor shall filing or failing to file a complaint with other federal, state or town agencies or courts bar the complainant from seeking relief through the Commission.

- D.** After the filing of any complaint, the Chairperson of the Commission shall designate the Executive Director or one or more of the Commissioners to oversee a prompt investigation thereof with the assistance of the staff of the Commission.
- E.** After such investigation, the Executive Director or the designated Commissioner(s), as the case may be, shall promptly file a report of such findings with the Commission, which shall determine whether or not to dismiss the complaint. The Commission shall, within ten working days from such determination, notify the complainant in writing of such determination.

- 1.** If such Commissioner(s) determine(s) after such investigations that cause does exist to support the allegations of the complaint or if the Commission so determines, notwithstanding a negative report from such Commissioner(s), the Commission shall forthwith endeavor by mediation to eliminate the practice that violates this Bylaw.

The Commission and its staff shall not disclose the terms of mediation when the complaint has been disposed of in this manner pursuant to G.L. c.233 Section 23C unless both parties agree to the disclosure. The Commission may issue orders consistent with its findings during the mediation process.

- 2.** In the case of such a finding under Section VII.E.1., as part of the mediation process the Commission may issue an informal admonition to the respondent. Such a finding shall not be published or made public, pursuant to G.L. c.233 Section 23C.

3. Alternatively, in the case of such a finding of a more serious nature under Section VII.e.1., the Commission may issue a private reprimand to the respondent. A party receiving a private reprimand shall not be eligible for a similar disposition for two (2) years. Such finding shall not be published or made public pursuant to G.L. c.233 Section 23C.
- F. The respondent shall have the right to appeal any action of this Commission to a court of competent jurisdiction, as provided by law.

Section 8. Contributions to the Commission

The Commission may accept contributions, grants and appropriations from other governmental agencies and from civic and charitable foundations, trusts and other organizations, private or public, to effectuate the policy of this Bylaw.

Section 9. Construction of Bylaw

The provisions of this Bylaw shall be construed liberally for the accomplishment of the purposes hereof. Nothing herein shall be construed to limit civil rights granted or hereinafter afforded by federal or state law.

Section 10. Effect of State and Federal Law

- A. Nothing in this Bylaw shall be deemed to exempt or relieve any person from any liability, duty, penalty or punishment provided by any present or future law of the Commonwealth of Massachusetts or the United States of America.
- B. Any remedies provided by this Bylaw shall be cumulative with any other remedies provided by local, state or federal law.

Section 11. Severability

Should any section, provision, paragraph, sentence or word of this Bylaw be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of this Bylaw as a whole, or any part thereof, which shall remain in full force and effect, other than the portion so declared to be invalid.

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

February 3, 2015

Dear Registered Voter:

The Board of Selectmen will meet on Monday, February 9th at 7:15 p.m., Selectmen's Chambers, 2nd Floor, Town Hall, to discuss the Warrant Article petition that you signed.

Article	BYLAW AMENDMENT/LIMITING SPEAKING TIME FOR ANNOUNCEMENTS AND REPORTS
Article	BYLAW AMENDMENT/HUMAN RIGHTS COMMISSION
Article	BOARD OF ASSESSOR CHANGES

Please feel free to contact Mary Ann or Fran in my office at the above number to confirm or if you require any further information.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr

Paul Schlichtman
Speaking Time Limits

Paul Schlichtman
47 Mystic Street, 8C
Arlington, MA 02474

John Bilafer
15 Victoria Road
Arlington, MA 02474

Mary Ellen Bilafer
59 Cutter Hill Road
Arlington, MA 02474

Thomas Caccavaro, Jr.
28 Ridge Street
Arlington, MA 02474

Dean Carman
29 Kilsythe Road
Arlington, MA 02476

Joseph Connors
78 Bates Road
Arlington, MA 02474

Dennis Corbett
19 Winter Street
Arlington, MA 02474

John Cronin
29 Wyman Terrace
Arlington, MA 02474

William Downing
24 Fabyan Street
Arlington, MA 02474

Peter Fuller
7 Kilsythe Road
Arlington, MA 02476

Stephen Harrington
74 Columbia Road
Arlington, MA 02474

Stephen Harrington
Human Rights Commission
Bylaw Change

Stephen Harrington
Maria Harrington
74 Columbia Road
Arlington, MA 02474

Albert Cook
239 Broadway
Arlington, MA 02474

James Hall
127 High Haith Road
Arlington, MA 02476

Doris Mainville
279 Highland Avenue
Arlington, MA 02476

John Anderson
37 Berkeley Street
Arlington, MA 02474

Chandreyee Das
53 Yerxa Road
Arlington, MA 02474

William Harrelson
27 Ashland Street
Arlington, MA 02476

Victoria Boursiquot
18 Rockaway Lane
Arlington, MA 02474

5
3 Elizabeth Dyer
21 Central Street
7 Arlington, MA 02476
6

Lori Kenschaft
68 Crosby Street
Arlington, MA 02474

Chris Loreti
Board of Assessor Changes

Christopher Loreti
56 Adams Street
Arlington, MA 02474

John Belskis
196 Wollaston Avenue
Arlington, MA 02476

Elsie Fiore
58 Mott Street
Arlington, MA 02474

David Garbarino
735 Concord Turnpike
Arlington, MA 02476

Jon Gersh
24 Kipling Road
Arlington, MA 02476

Brian Hasbrouck
46 Sherborn Street
Arlington, MA 02474

Peter & Jane Howard
12 Woodland Street
Arlington, MA 02476

Gordon Jamieson
163 Scituate Street
Arlington, MA 02476

Heather Remoff
1 School Street
Arlington, MA 02476

Michael Ruderman
9 Alton Street
Arlington, MA 02474



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

EXECUTIVE SESSION



Town of Arlington, Massachusetts

Next Meeting of BoS February 23, 2015